

**CITY OF LONG BEACH
DEPARTMENT OF PARKS, RECREATION AND MARINE
PARKS AND RECREATION COMMISSION MINUTES
MARCH 20, 2008**

I. CALL TO ORDER

The Parks and Recreation Commission meeting was called to order by Harry Saltzgaver, President, at 9:02 a.m., at the El Dorado Park Community Center in the Senior Center Library. Phil Hester, Director of Parks, Recreation and Marine, took roll call and confirmed a quorum.

Present: Harry Saltzgaver, President
Drew Satariano, Vice President
Simon George
Albert Guerra
Bob Livingstone
Sarah Sangmeister
Brett Waterfield

Absent: none

Staff: Phil Hester, Director of Parks, Recreation and Marine
Ramon Arevalo, Superintendent of Grounds Maintenance
Dennis Eschen, Manager, Planning and Development Bureau
J.C. Squires, Manager, Business Operations Bureau
Sherri Nixon-Joiner, General Superintendent, Community Recreation Services
William Greco, Supervising Park Ranger
Robin Black, Executive Assistant to the Director

Guests: Diane Wiley, Executive Director, Partners of Parks

II. APPROVAL OF MINUTES – FEBRUARY 21, 2008

It was moved by Vice President Satariano and seconded by Commissioner Sangmeister to approve the February 21, 2008 Parks and Recreation Commission minutes. The motion carried unanimously.

III. COMMISSION ACTION ITEMS

#08-0301

PERSONAL SERVICES/INSTRUCTION AGREEMENTS-MONTHLY APPROVAL

President Saltzgaver stated that there were no Personal Services/Instruction Agreements this month.

#08-0302

2007 LONG BEACH PARKS AND RECREATION COMMISSION ANNUAL REPORT

President Saltzgaver stated that he would like to add a letter of transmittal to the Annual Report. Possibly about three or four paragraphs to capture the essence of what was accomplished the previous year.

It was moved by Commissioner Livingstone and seconded by Commissioner George to approve the 2007 Parks and Recreation Commission Annual Report and authorize the Director to forward it to the City Council, pending a letter of transmittal from President Saltzgaver. The motion carried unanimously.

#08-0303

AUTHORIZATION TO EXECUTE A PERMIT FOR THE OPERATION OF FOOD AND BEVERAGE CONCESSIONS AND PADDLE BOAT RENTALS IN EL DORADO EAST REGIONAL PARK, AREAS II AND III WITH THEODORE SNELLEN, DOING BUSINESS AS SNACK ATTACK, FOR A TERM OF THREE YEARS, WITH TWO CONSECUTIVE THREE-YEAR RENEWAL OPTIONS

Mr. Hester stated that this operator has been in the park a number of years.

Commissioner Livingstone asked if there were any increases in his contract.

Mr. Squires responded that there was a consumer price index (CPI) increase.

It was moved by Commissioner Livingstone and seconded by Vice President Satariano to authorize the Director to execute a permit with Theodore Snellen, doing business as Snack Attack, for the operation of a food and beverage concession and paddle boat rentals in El Dorado East Regional Park, Areas II and III, for a term of three (3) years, with two (2) three-year (3-year) options to renew. The motion carried unanimously.

IV. COMMITTEE STATUS REPORTS

A. EXECUTIVE COMMITTEE
President Saltzgaver, Chair

President Saltzgaver stated that the Committee met and discussed the agenda. They also decided that they needed to hold a Budget Workshop to discuss priorities for a difficult budget year. They decided to hold the workshop on March 27, from 2:00-4:00 p.m., in the administration office large conference room. There will be no action taken; it will only be a workshop.

Commissioner Livingstone stated that he would be out of town that day.

President Saltzgaver complemented Mr. Hester and the Department on the excellent convention.

B. FINANCE AND APPEALS COMMITTEE
President Saltzgaver, Chair

President Saltzgaver stated that a meeting was held this month. He asked if staff was still waiting for the budget target.

Mr. Squires responded that they would hopefully receive the budget target next week. Staff has been busy making their lists and they are ready to put the budget together.

Commissioner Sangmeister asked that with the delay, would there be any delay in getting the City's budget approved?

Mr. Squires responded that per the Charter, the budget is to be approved by June 1st.

Mr. Hester stated that the City Council announced potential layoffs, but the departments are waiting for the budget target amounts. He said that Community Recreation Services would concentrate on core services.

C. PARK SAFETY COMMITTEE
Commissioner George, Chair

Commissioner George stated that the Committee did not meet this month. He asked Mr. Greco to give his report.

Mr. Greco said that the park rangers are preparing for a busy Easter Sunday in El Dorado Park. They will staff 10 rangers for the busy day. The Department offered a job to one park ranger applicant, who is currently going through the background check. He invited the Commissioners to a bench dedication in memory of Chief Park Ranger Steven Neal, at 11:30 a.m., after the Commission meeting near the park ranger station.

D. MARKETING AND CUSTOMER SERVICE COMMITTEE
Commissioner Guerra, Chair

Commissioner Guerra stated that they met this morning and discussed the direction of the committee. They also discussed the new process for the class schedule.

Mr. Squires stated that the Department would send out three fold-out postcard mailings: one would be the recreation guide, the second would list family events like movies and concerts, and the third would be a senior citizen guide.

E. CAPITAL IMPROVEMENT AND INFRASTRUCTURE COMMITTEE
Vice President Satariano, Chair

Vice President Satariano stated that the Committee did not meet.

F. CITY SCHOOLS/JOINT COMMITTEE
Commissioner Tong Sangmeister, Chair

Commissioner Sangmeister stated that the Committee did not meet. She asked if Mr. Squires had any information on the overall contract.

Mr. Squires stated that both the City and the School District are in agreement and the School District is reviewing the document.

G. SPECIAL EVENTS AND RECREATION COMMITTEE
Commissioner Livingstone, Chair

Commissioner Livingstone stated that the Committee has not met for some time.

President Saltzgaver suggested that this committee get together to discuss recreation items even though David Ashman is not ready to discuss special events items.

Ms. Nixon-Joiner responded that they would be ready to discuss recreation in a couple of weeks.

V. **DIRECTOR'S REPORT TO COMMISSION**

A. DIRECTOR'S MONTHLY REPORT – FEBRUARY 2008

President Saltzgaver asked for any questions on the monthly report. There were none.

It was moved by Commissioner Livingstone and seconded by Commissioner George to receive and file the Director's Monthly Report for February 2008. The motion carried unanimously.

VI. CORRESPONDENCE

A. LETTER FROM BILL THOMAS, CITY OF SAN CLEMENTE PARKS AND RECREATION COMMISSIONER

President Saltzgaver stated that included in the packet was a letter from Bill Thomas complimenting the Department on the great job with the California and Pacific Southwest Recreation and Park Training Conference and with the California Association of Parks and Recreation Commissioners and Board Members installation and awards banquet.

VII. UNFINISHED BUSINESS

A. PARTNERS OF PARKS REPORT –DIANE WILEY

President Saltzgaver stated that they would put the Partners of Parks report on the agenda every month under Unfinished Business.

Ms. Wiley distributed minutes from the last Partners of Parks board meeting. She said that they have been very busy. They received a donation of \$180,000 for the Blair Field scoreboard. They have been meeting to discuss the Municipal Band's 100-year anniversary event, which would take place about June 6, 2009. She mentioned that they have been working with Maintenance Operations on redoing the Lone Sailor plaza. When it was originally installed, they didn't take into account that vehicles would be driving over the bricks, which cracks them.

Ms. Wiley thanked Phil Hester, J.C. Squires, and Dave Ashman for their help. Partners of Parks is the lead charity for the Long Beach Marathon and their runners will solicit donations for Partners of Parks. She mentioned that they are including several level of participants from runners, to walkers, to teens.

Ms. Wiley mentioned the Mayor's Cup Golf Tournament on July 14.

Commissioner Livingstone said that Partners of Parks is in need of more people for the Partners of Parks Board, both active and inactive members, if any of the Commissioners would want to refer potential members.

VIII. NEW BUSINESS

A. TIDELANDS GREEN BINS PRESENTATION – J.C. SQUIRES

Mr. Squires distributed the presentation to the Commissioners. He said that there is no recycling program on any beach because it is too hard to get trucks on the sand. Staff has been in discussions with Shoreline Media regarding this

potential revenue source. He said that if this is successful, they would look at bringing these bins inland to the parks for revenue. Mr. Squires described the bins with room for commercial advertising and for a service announcement and can come in any color. He said that the advertising would only contain family subject matter and that the City has an ordinance relating to advertising that would need to be followed.

Mr. Squires said that the company has guaranteed a 72-hour turn-around to remove any graffiti, at their cost, and that these containers are pilfer-proof.

IX. COMMENTS

A. AUDIENCE

President Saltzgaver asked for comments from the audience. There were no comments.

B. STAFF

Mr. Hester distributed a draft of the Department's facts at a glance, for the Commissioner's information.

President Saltzgaver suggested that this information be condensed to something smaller.

Mr. Squires responded that they are planning on making this into a tri-fold document, but would like comments and suggestions from the Commissioners.

Commissioner Guerra suggested that it might be appropriate to discuss this in the Marketing and Customer Service Committee.

Ms. Nixon-Joiner said that next week is spring break and there would be two day camps and one aquatics camp for the kids. She said that they would also have a teen week for the teens and that the egg hunts would be held this Saturday.

Mr. Eschen mentioned a meeting that he held at to discuss the Drake/Chavez greenbelt.

Mr. Hester said that he attended a demolition ceremony to remove three buildings at the Seaside Park location.

C. COMMISSIONERS

President Saltzgaver asked for comments from the Commissioners.

Commissioner Waterfield stated that he enjoyed the conference and was proud of the Department and the city. He said that he was glad that Partners of Parks was including youth programs at the Marathon.

Ms. Nixon-Joiner responded that the Department included teens at the last marathon also.

Vice President Satariano stated that receiving the Commissioner of the Year award was a great honor and it was a great night.

Commissioner Guerra apologized for not being able to attend the conference, as he was attending another conference in Anaheim. He asked about the change in the Sea Festival organization and if the scoreboard would be installed by summer.

Mr. Squires responded that the scoreboard at Blair Field should hopefully be installed by the regional tournament the first of June.

Vice President Satariano responded that the Sea Festival organization was not sold. International City Racing will be running the day-to-day operations because it is too much for the Sea Festival organization to run.

X. NEXT MEETING

President Saltzgaver stated that the next meeting would be held at 9:00 a.m., on Thursday, April 17, 2008, at El Dorado Park West Community Center in the Senior Center Library, 2800 Studebaker Rd., Long Beach.

XI. ADJOURNMENT

President Saltzgaver adjourned the meeting at 10:40 a.m.

Respectfully submitted,

Robin Black
Executive Assistant to the Director

c: Phil T. Hester, Director of Parks, Recreation and Marine